District of: British Columbia Division No. 03 - Vancouver

Court No.

Estate No. 11-2844926

> FORM 68 Notice of Bankruptcy, First Meeting of Creditors (Subsection 102(1) of the Act)

Х	Original	Amende
1^	Originai	Amende

In the matter of the bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia

Take notice that:

- 1. Peekaboo Beans (Canada) Inc. filed (or was deemed to have filed) an assignment (or a bankruptcy order was made against Peekaboo Beans (Canada) Inc.) on the 5th day of July 2022 and the undersigned, MNP Ltd., was appointed as trustee of the estate of the bankrupt by the official receiver (or the Court); subject to affirmation by the creditors of the trustee's appointment or substitution of another trustee by the creditors.
- 2. The first meeting of creditors of the bankrupt will be held on the 25th day of July 2022 at 2:00 PM.

The meeting will be convened solely via teleconference. To attend the meeting please call the number below to register 15 minutes prior to the appointed time: 1 (877) 252-9279 (conference ID: 528 008 679#)

Please see the attached correspondence in relation to meeting details, requirements prior to the meeting and conduct at the meeting.

- 3. To be entitled to vote at the meeting, a creditor must file with the trustee, before the meeting, a proof of claim and, where necessary, a proxy.
- 4. Enclosed with this notice are a proof of claim form, proxy form and list of creditors with claims amounting to \$25 or more showing the amounts of their claims.
- 5. Creditors must prove their claims against the estate of the bankrupt to share in any distribution of the proceeds realized from the estate.

Dated at the City of Vancouver in the Province of British Columbia, this 7th day of July 2022.

MNP Ltd. - Licensed Insolvency Trustee

Suite 1600, MNP Tower, 1021 West Hastings Street

Vancouver BC V6E 0C3

Phone: (604) 639-0001 Fax: (604) 904-8628

July 7, 2022

MNP

To: Creditors of Peekaboo Beans (Canada) Inc.

Re: First Meeting of Creditors

On July 5, 2022, Peekaboo Beans (Canada) Inc. made a voluntary assignment in bankruptcy pursuant to the provisions of the *Bankruptcy and Insolvency Act*, and MNP Ltd. was appointed as the Licensed Insolvency Trustee (the "**Trustee**") of the bankrupt estate subject to creditor affirmation at the first meeting of creditors. The First Meeting of Creditors ("**FMOC**") will be held on July 25, 2022 at 2:00 pm Pacific Time.

The Trustee will maintain a website for these proceedings which will be updated to include notices, reports, and Court documents. The website can be found at:

https://mnpdebt.ca/en/corporate/corporate-engagements/peekaboo-beans-canada-inc/

The FMOC will be held only via teleconference.

<u>It is not mandatory to attend the FMOC</u>. Creditors can file proofs of claim (copy attached to this package) with the Trustee's office electronically at the following email address: <u>vancouverpbmail@mnp.ca</u>.

Should you wish to attend the FMOC via teleconference, please review the following procedures:

Meeting Details

1. Date: July 25, 2022

Time: 2:00 pm Pacific Time
 Call in Details: (877) 252-9279
 Conference ID: 528 008 679#

Requirements Prior to FMOC

- 1. To vote at the FMOC, a creditor needs to submit a proof of claim form prior to the meeting.
- 2. The cut-off time for filing a proof of claim form and proxy with the Trustee is 10:00 am Pacific Time on the date of the FMOC to permit a reasonable review by the Trustee.
- 3. The Trustee will use its best efforts to review and register late filed proof of claims forms and proxies for the FMOC.

Registration

1. The Trustee will open the conference line 15 minutes in advance of the appointed meeting time. We encourage creditors to call in earlier than the appointed time to permit registration and attendance to be completed and to avoid a delay in proceeding with the FMOC.





- 2. Callers will be acknowledged on a "first come first served" basis and registration will include the following:
 - a) Please identify yourself by the creditor number beside your creditor name listed in the Form 78 Statement of Affairs which is attached;
 - b) Identify any additional individuals attending with you and their capacity in attending;
 - c) Confirmation of claim amount;
 - d) Confirmation of any proxies that you may hold for other creditors; and
 - e) Whether you want your name to stand as a potential Inspector to the estate when a vote is taken during the FMOC to appoint Inspectors (details of this role will be provided during the FMOC).

Procedure at the FMOC

- 1. Please have your phone on mute unless you are speaking to prevent background noise that will interfere with properly conducting the FMOC.
- 2. The Trustee will act as Chair of the FMOC.
- 3. The Chair will call the FMOC to order and may need to immediately adjourn the meeting for a period of time to allow the registration process to be completed.
- 4. The Chair will reconvene the FMOC as soon as possible and resume with the agenda set for the FMOC.

If you have any questions, please contact Seamus Boyle directly at (778) 372-5384 or at seamus.boyle@mnp.ca

MNP Ltd.

In its capacity as Licensed Insolvency Trustee In the Bankruptcy of Peekaboo Beans (Canada) Inc. and not in its personal capacity

Per: Julie Kennedy, CIRP, LIT

Vice President





of Bankruptcy Canada

Industrie Canada

Bureau du surintendant des faillites Canada

District of: British Columbia Division No.: 03 - Vancouver Court No.: 11-2844926 Estate No.: 11-2844926

In the Matter of the Bankruptcy of:

Peekaboo Beans (Canada) Inc.

Debtor

MNP LTD / MNP LTÉE

Licensed Insolvency Trustee

Ordinary Administration

Date and time of bankruptcy: July 05, 2022, 13:16

Date of trustee appointment: July 05, 2022

Meeting of creditors: July 25, 2022, 14:00

612122899@t.plcm.vc

Video Conference ID: 111 348 693 6

Tel, (877) 252-9279, 528008679, British Columbia

Canada,

Chair: Trustee

CERTIFICATE OF APPOINTMENT - Section 49 of the Act; Rule 85

I, the undersigned, official receiver in and for this bankruptcy district, do hereby certify that:

- the aforenamed debtor filed an assignment under section 49 of the Bankruptcy and Insolvency Act;
- the aforenamed trustee was duly appointed trustee of the estate of the debtor.

The said trustee is required:

- to provide to me, without delay, security in the aforementioned amount;
- to send to all creditors, within five days after the date of the trustee's appointment, a notice of the bankruptcy; and
- when applicable, to call in the prescribed manner a first meeting of creditors, to be held at the aforementioned time and place or at any other time and place that may be later requested by the official receiver.

Date: July 05, 2022, 16:22

Security:

\$0.00

E-File/Dépôt Electronique

Official Receiver

300 Georgia Street W, Suite 2000, Vancouver, British Columbia, Canada, V6B6E1, (877)376-9902



☐ Natural person

British Columbia 03 - Vancouver

-- FORM 21--Assignment for the General Benefit of Creditors (Section 49 of the Act)

In the Matter of the Bankruptcy of
Peekaboo Beans (Canada) Inc.
of the Residential Community of Tsawwassen, in the Province of British Columbia

This indenture made this 4th day of July 2022

between

Peekaboo Beans (Canada) Inc. Unit 442, 5000 Canoe Pass Way Tsawwassen BC V4M 0B3 hereinafter called "the debtor"

and

MNP Ltd.

hereinafter called "the trustee."

Whereas the debtor is insolven among his/her creditors, in pursuan	t and desires to assign and to abandon ace of the Act,	all his/her property for distribution
This indenture witnesses that the uses, intents and purposes provided	ne debtor does hereby assign to the trus d by the Act.	tee all the debtor's property for the
Signed at the City of Vancouve Humber Julie Kennedy	r in the Province of British Columbia, in the Province of British Columbia, in the Hardward Colu	he presence of Julie Kennedy. Peekaboo Beans (Canada) Inc.
Witness	Date	Debtor

District	of:
----------	-----

Division No.

British Columbia

Court No. Estate No. 03 - Vancouver

-- Form 78 --

Statement of Affairs (Business Bankruptcy) made by an entity (Subsection 49(2) and Paragraph 158(d) of the Act / Subsections 50(2) and 62(1) of the Act)

> In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc.

of the Residential Community of Tsawwassen, in the Province of British Columbia

To the bankrupt:

You are required to carefully and accurately complete this form and the applicable attachments showing the state of your affairs on the date of the bankruptcy, on the 4th day of July 2022. When completed, this form and the applicable attachments will constitute the Statement of Affairs and must be verified by oath or solemn declaration.

LIABILITIES

(as stated and estimated by the officer)

1. Unsecured creditors as per list "A"	1,299,107.90
Balance of secured claims as per list "B"	0.00
Total unsecured creditors	1,299,107.90
2. Secured creditors as per list "B"	12,930.17
3. Preferred creditors as per list "C"	0.00
4. Contingent, trust claims or other liabilities as per list "D" estimated to be reclaimable for	0.00
Total liabilities	1,312,038.07
Surplus	NIL

ASSETS

X Original

Amended

(as stated and estimated by the officer)

	0.00
	0.00
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-	.,231,000.07

I, Traci Costa, of the City of Surrey in the Province of British Columbia, do swear (or solemnly declare) that this statement and the attached lists are to the best of my knowledge, a full, true and complete statement of the affairs of the Corporation on the 4th day of July 2022 and fully disclose all property of every description that is in my possession or that may devolve on me in accordance with the Act.

SWORN (or SOLEMNLY DECLARED)

before me at the City of Vancouver in the Province of British Columbia, on this 4th day of July 2022.

Julie Kennedy, Commissioner for Taking Affidavits

For the Province of British Columbia

Expires August 31, 2023

Julie Kennedy, CIRP, LIT A commissioner for taking Affidavits for the Province of British Columbia

British Columbia 03 - Vancouver

FORM 78 -- Continued

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia

List "A"
Unsecured Creditors

Peekaboo Beans (Canada) Inc.

No.	Name of creditor	Address	Unsecured claim	Balance of claim	Total claim
1	Adcentives	102 - 7088 Venture Street Delta BC V4G1H5	1,639.00	0.00	1,639.00
2	All Inclusive Marketing Inc.	2100, Drummond Street Montreal QC H3G1X1	2,000.00	0.00	2,000.00
3	AUTOMATION One Business System Inc.	1365 BOUNDARY ROAD Vancouver BC V5K4T9	1,015.02	0.00	1,015.02
4	BMO Bank of Montreal (formerly MBanx) c/o BankruptcyHighway.com	PO Box 57100 Etobicoke ON M8Y 3Y2	9,648.18	0.00	9,648.18
5	British Columbia Securities Commission Attn: Enforcement Team	P.O. Box 10142, Pacific Centre 701 West Georgia St Vancouver BC V7Y 1L2	250.00	0.00	250.00
6	Canada Post Attn: Credit Management Group	2701 Riverside Dr Ottawa ON K1A 1L7	10,000.00	0.00	10,000.00
7	Canadian Securities Exchange	First Canadian Place 100 King Street West Suite 7210 Toronto ON M5X 1A9	4,725.00	0.00	4,725.00
8	Central Walk Attn: Elly Holmes	 BC	1.00	0.00	1.00
9	Clearco formerly Clearbanc		9,670.20	0.00	9,670.20
10	CRA - non-tax Programs Attn: London Tax Services Office Processing Systems Section - Bankruptcy 82246 9474 RP0001	PO Box 2517, 451 Talbot St. 11th FI London ON N6A 4G9	1.00	0.00	1.00
11	CRA - Tax - Pacific 82246 9474 RT0001	Surrey National Verification and Collection Centre 9755 King George Blvd Surrey BC V3T 5E1	120,586.40	0.00	120,586.40
12	Cyclone Systems Inc.	271 Jensen Street New Westminster BC V3M0E7	3,829.28	0.00	3,829.28
13	Desiree Desmarais		5,107.48	0.00	5,107.48
14	Dia Creative	2835 Rutgers Place Oceanside, California 92056 United States	38,064.47	0.00	38,064.47
15	DMCL	1140 W Pender St #1500-1700 Vancouver BC V6E 4G1	0.00	0.00	0.00
16	Exit21	222 NW Davis St. Suite 208 Portland, Oregon 97209 United States	406,748.29	0.00	406,748.29
17	Goldenwell Corporation Limited	House 227 Seabee Lane Discover Bay, Lantau Island, 852 Hong Kong	272,616.53	0.00	272,616.53
18	Harjit Bhatti		812.59	0.00	812.59
19	Karen Withers		2,643.61	0.00	2,643.61
20	LFG Partners	1080 Mainland St Suite 322 Vancouver BC V5R 2G1	0.00	0.00	0.00

04-Jul-2022	
Date	Traci Costa

British Columbia

03 - Vancouver

FORM 78 -- Continued

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia

List "A"
Unsecured Creditors

Peekaboo Beans (Canada) Inc.

No.	Name of creditor	Address	Unsecured claim	Balance of claim	Total claim
21	Lynn Tucknott		2,743.97	0.00	2,743.97
22	Maria (Camila) Hernandez Gomez		2,895.94	0.00	2,895.94
23	McMillan LLP - Vancouver Attn: Foreclosure Department	Royal Centre, PO Box 11117 1500 - 1055 West Georgia Street Vancouver BC V6E 4N7	250,000.00	0.00	250,000.00
24	Playground Builders	9269 Lakeshore Dr. Whistler BC V0N1B9	3,750.00	0.00	3,750.00
25	RBC Royal Bank / Banque Royale Attn: c/o BankruptcyHighway.com CERB	PO Box 57100 Etobicoke ON M8Y 3Y2	40,000.00	0.00	40,000.00
26	Robyn Gooding		1,200.00	0.00	1,200.00
27	Shopify Capital		24,465.71	0.00	24,465.71
28	Shopify Inc. Attn: celine.hajjar@shopify.com	150 Elgin Street, 8th Floor Ottawa ON K2P 1L4	3,000.00	0.00	3,000.00
29	Straightforward Sales	1205 Ste-Catherine St West Montreal QC H3B1K1	73,299.20	0.00	73,299.20
30	Tara Severs		3,503.90	0.00	3,503.90
31	Terynn Papadopoulos		4,891.13	0.00	4,891.13
		Total:	1,299,107.90	0.00	1,299,107.90

04-Jul-2022	
Date	Traci Costa

District of: Division No. Court No.

British Columbia

03 - Vancouver

Estate No.

FORM 78 -- Continued

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia

List "B"

Secured Creditors

Peekaboo Beans (Canada) Inc.

No.	Name of creditor	Address	Amount of claim	Particulars of security	When given	Estimated value of security	Estimated surplus from security	Balance of claim
	Tibe Tiefai Daini Tiea are	PO Box 57100 Etobicoke ON M8Y 3Y2	12,930.17	Other - Deposit - RBC Credit Card	28-Jun-2022	12,930.17	6,069.83	
		Total:	12,930.17			12,930.17	6,069.83	0.00

04-Jul-2022

Date

British Columbia 03 - Vancouver

FORM 78 -- Continued

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia
List "C"
Preferred Creditors for Wages, Rent, etc.

Peekaboo Beans (Canada) Inc.

No.	Name of creditor	Address and occupation	Nature of claim	Period during which claim accrued	Amount of claim	Amount payable in full	Difference ranking for dividend
	•			Total:	0.00	0.00	0.00

04-Jul-2022

Date

British Columbia 03 - Vancouver

FORM 78 -- Continued

In the Matter of the Bankruptcy of
Peekaboo Beans (Canada) Inc.
of the Residential Community of Tsawwassen, in the Province of British Columbia
List "D"
Contingent or Other Liabilities

Peekaboo Beans (Canada) Inc.

No.	Name of creditor or claimant	Address and occupation	Amount of liability or claim	Amount expected to rank for dividend	Date when liability incurred	Nature of liability
		Total:	0.00	0.00		

04-Jul-2022

Date

District of: Division No.

British Columbia 03 - Vancouver

Court No. Estate No.

FORM 78 -- Continued

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia

List "E"

Debts Due to the Bankrupt

Peekaboo Beans (Canada) Inc.

No.	Name of debtor	Address and occupation		Amount of debt (good, doubtful, bad)	Folio of ledgers or other book where particulars to be found	When contracted		Particulars of any securities held for debt
	Total:			0.00 0.00 0.00			0.00	

04-Jul-2022

Date

District of: Division No. Court No.

Estate No.

British Columbia 03 - Vancouver

FORM 78 -- Continued

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia

Bills of Exchange, Promissory Notes, Lien Notes, Chattel Mortgages, etc., Available as Assets

Peekaboo Beans (Canada) Inc.

No.	Name of all promissory, acceptors, endorsers, mortgagors, and guarantors	Address	Occupation	Amount of bill or note, etc.	Date when due	Estimated to	Particulars of any property held as security for payment of bill or note, etc.
	Total:					0.00	

04-Jul-2022

Date

District of: Division No. British Columbia 03 - Vancouver

Court No. Estate No.

FORM 78 -- Continued

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia

List "G"
Real Property or Immovables Owned by Bankrupt

Peekaboo Beans (Canada) Inc.

Description of property	Nature of bankrupt interest	In whose name does title stand	Total value	Particulars of mortgages, hypothecs, or other encumbrances (name, address, amount)	Equity or surplus
4		Total:	0.00		0.00

04-Jul-2022

Date

British Columbia 03 - Vancouver

FORM 78 -- Concluded

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen, in the Province of British Columbia List "H" Property

Peekaboo Beans (Canada) Inc.
FULL STATEMENT OF PROPERTY

Nature of property	Location	Details of property	Original cost	Estimated to produce
(a) Stock-in-trade			0.00	0.00
(b) Trade fixtures, etc.			0.00	0.00
(c) Cash in financial institutions			0.00	0.00
(d) Cash on hand		Cash on hand	1.00	1.00
(e) Livestock			0.00	0.00
(f) Machinery, equipment and plant			0.00	0.00
(g) Furniture		Office Furniture and Equipment	0.00	1,500.00
(h) Life insurance policies, RRSPs, etc.			0.00	0.00
(i) Securities	1		0.00	0.00
(j) Interests under wills, etc.		-	0.00	0.00
(k) Vehicles			0.00	0.00
(I) Taxes			0.00	0.00
(m) Other		Apparel Production Deposits	0.00	1.00
		Deposit - RBC Credit Card	0.00	19,000.00
			Total:	20,502.00

|--|

04-Jul-2022

Date

District of: British Columbia
Division No. 03 - Vancouver

Court No.

Estate No. 11-2844926

FORM 31 / 36 Proof of Claim / Proxy

In the Matter of the Bankruptcy of Peekaboo Beans (Canada) Inc.

of the Residential Community of Tsawwassen, in the Province of British Columbia

All notices or	correspondence regarding this claim must be forwarded to the following address:
In the n	natter of the bankruptcy of Peekaboo Beans (Canada) Inc. of the Residential Community of Tsawwassen in the Province of British
Columbia and	the claim of, creditor.
l,	, of the city of, a creditor in the above matter, hereby appoint
natter, excep	, of, to be my proxyholder in the above t as to the receipt of dividends, (with or without) power to appoint another proxyholder in his or her place.
	(name of creditor or representative of the creditor), of the city of in the
	(name of creditor of representative of the creditor), of the city of in the the creditor of representative of the creditor), of the city of in the
1. That reditor).	I am a creditor of the above named debtor (or I am (position/title) of,
2. That	I have knowledge of all the circumstances connected with the claim referred to below.
S after deductin	the debtor was, at the date of bankruptcy, namely the 5th day of July 2022, and still is, indebted to the creditor in the sum of, as specified in the statement of account (or affidavit or solemn declaration) attached and marked Schedule "A", g any counterclaims to which the debtor is entitled. (The attached statement of account or affidavit must specify the vouchers or other upport of the claim.)
4. (Che	ck and complete appropriate category.)
`□	A. UNSECURED CLAIM OF \$
	(other than as a customer contemplated by Section 262 of the Act)
Tha	at in respect of this debt, I do not hold any assets of the debtor as security and
	(Check appropriate description.)
	Regarding the amount of \$, I claim a right to a priority under section 136 of the Act.
	Regarding the amount of \$, I do not claim a right to a priority.
	(Set out on an attached sheet details to support priority claim.) B. CLAIM OF LESSOR FOR DISCLAIMER OF A LEASE \$
IIIai	I hereby make a claim under subsection 65.2(4) of the Act, particulars of which are as follows: (Give full particulars of the claim, including the calculations upon which the claim is based.)
	C. SECURED CLAIM OF \$
(Giv	in respect of this debt, I hold assets of the debtor valued at \$ as security, particulars of which are as follows: e full particulars of the security, including the date on which the security was given and the value at which you assess the security, and the acopy of the security documents.)
	D. CLAIM BY FARMER, FISHERMAN OR AQUACULTURIST OF \$
That	I hereby make a claim under subsection 81.2(1) of the Act for the unpaid amount of \$
	E. CLAIM BY WAGE EARNER OF \$
	That I hereby make a claim under subsection 81.3(8) of the Act in the amount of \$,
	That I hereby make a claim under subsection 81.4(8) of the Act in the amount of \$,
	F. CLAIM BY EMPLOYEE FOR UNPAID AMOUNT REGARDING PENSION PLAN OF \$
	That I hereby make a claim under subsection 81.5 of the Act in the amount of \$,
	That I hereby make a claim under subsection 81.6 of the Act in the amount of \$,

FORM 31/36 --- Concluded

	G. CLAIM AGAINST DIREC	CTOR \$			
	(To be completed when a proposal	I provides for the compro	omise of claims agains	directors.)	
	That I hereby make a claim under s	` '			
	(Give full particulars of the claim, ir	iciuding the calculations	upon wnich the claim	s baseu.)	
	H. CLAIM OF A CUSTOME	R OF A BANKRUPT SE	CURITIES FIRM \$		
	That I hereby make a claim as a cu (Give full particulars of the claim, in			on 262 of the Act, particulars of which are as follows: s based.)	
				e above-named creditor(is/is not))	
within the	ne meaning of section 4 of the Act, a	and(hav	/e/has/have not/has no	t) dealt with the debtor in a non-arm's-length manner.	
the mea	aning of subsection 2(1) of the are related within the meaning of the date of the initial bankrupt	Act that I have been of section 4 of the Ac	privy to or a party at or were not dealing	credits that I have allowed to, and the transfers to with the debtor within the three months (or, if g with each other at arm's length, within the 12 2 of the Act: (Provide details of payments, cre	f the creditor and the months) immediately
7.	(Applicable only in the case of the	bankruptcy of an individ	ual.)		
	_	8 of the Act, I request to	•	termine whether or not the bankrupt is required to ma to paragraph 68(4) of the Act, of the new fixed amoun	
	I request that a copy of the 170(1) of the Act be sent to		ee regarding the bankr	upt's application for discharge pursuant to subsection	
Dated at		. this	day of		
Vitness				Individual Creditor	
Witness					
				Name of Corporate Creditor	2
			Pe	r	
			10	Name and Title of Signing Officer	_
Return To	0:			Phone Number:	
				Fax Number:	
				E-mail Address:	
MNP Ltd.	Licensed Insolvency Trustee				
Suite 160	00, MNP Tower, 1021 West Hasting	Js Street			
	er BC V6E 0C3				
,	1) 904-8628 ancouvernhmail@mnn.ca				
E-Mall. Va	ancouverpbmail@mnp.ca If an affidavit is attached, it must have been made	e before a person qualified to take aff	idavits.		
				or the value of the equitions	
WARNINGS:	A trustee may, pursuant to subsection 128(3) of t security, by the secured creditor.	the Act, redeem a security on paymen	il to the secured creditor of the deb	or the value of the security as assessed, in a proof of	

 $Subsection\ 201(1)\ of\ the\ Act\ provides\ severe\ penalties\ for\ making\ any\ false\ claim,\ proof,\ declaration\ or\ statement\ of\ account.$

CHECKLIST FOR COMPLETING A PROOF OF CLAIM FORM

This checklist is provided to assist you in preparing a complete and accurate Proof of Claim form and, where required, a Proxy. A creditor who does not prove their claim is not entitled to vote or share in any distribution. Please check each requirement.

GENERAL

- The form must be signed by the person completing the Proof of Claim and that person must be an authorized signatory.
- The signature of a witness is required.
- Give the complete address, including postal code, where any notice or correspondence is to be forwarded.
- The amount on the Statement of Account must correspond with the amount indicated on the Proof of Claim.

PARAGRAPH I

- The creditor must state the full and complete legal name of the company or firm.
- If the individual completing the Proof of Claim is not the creditor himself, he must state his position or title.

PARAGRAPH 3

- A Schedule A or Statement of Account must be attached.
- The Schedule A or Statement of Account must be complete and detailed, showing the date, number and amount of all invoices or charges, together with the date, number and amount of all creditors or payments. A Statement of Account is not complete if it begins with an amount brought forward.
- If the claim is for a guarantee of a debt, a copy of the guarantee must be attached.

PARAGRAPH 4

- An unsecured creditor must strike out sub-paragraphs B, C, D and E.
- A secured creditor must attach proof of registration of the security, including the date on which the security was given and the value at which you assess the security.
- A claim by a farmer, fisherman or aqua culturist must attach a copy of the sales agreement and delivery documents.
- Details of Section 136 are listed below.

PARAGRAPH 5

• All claimants must indicate if they <u>are</u> or <u>are not</u> related to the debtor, as defined in Section 4 of the Bankruptcy and Insolvency Act.

PARAGRAPH 6

- All claimants must attach a detailed list of all payments or credits received or granted as follows:
 - Within the three (3) months preceding the bankruptcy/proposal, in the case where the claimant and debtor are not related;
 - Within the twelve (12) months preceding the bankruptcy/proposal, in the case where the claimant and debtor are related.

PROXY

The *Bankruptcy and Insolvency Act* permits a Proof of Claim to be made by a duly authorized agent of a creditor, however, this does not give such a person power to vote at the First Meeting of Creditors or to act as the proxy of the creditors unless the proxy form is completed by the creditor appointing the authorized agent as proxy.

- A creditor may vote either in person or by proxy.
- The Trustee may be appointed as a proxy for any creditor.
- A Corporation may vote by an authorized agent at a meeting of creditors.
- Debtors may not be appointed a proxy to vote at any meeting of their creditors.
- In order for a duly authorized person to have a right to vote, they must be a creditor themselves or be the holder of a property executed proxy, showing the name of the creditor.

SECTION 136 (Condensed Priority of Claims)

Subject to the rights of secured creditors, the proceeds realized from the property of a bankrupt shall be applied in priority of payment as follows:

- The cost of administration of the estate in the following order:
 - Expenses and fees of the trustee
 - Legal costs
- Wages, salaries, commissions or compensation for services rendered in the six months immediately preceding the date of bankruptcy, to a maximum of \$2,000 per person together with, in the case of a travelling salesmen, disbursements incurred by the salesman during this same period to a maximum of \$1,000;
- Alimony, support or maintenance for a spouse or child for periodic amounts accrued in the year before the date of bankruptcy plus
 any lump sum amount;
- Municipal taxes assessed or levied within the two years immediately preceding the bankruptcy which do not constitute a lien or charge on real property of the bankrupt but this claim is restricted to the interest in the property held by the bankrupt;
- Landlord for rent arrears in the three months immediately preceding the date of bankruptcy and accelerated rent for three months following the bankruptcy if provided for in the lease but this claim is restricted to the realization from the property and any accelerated rent paid by the Trustee must be credited against the amount payable by the Trustee for occupation rent;
- A solicitor's bill of costs, including sheriff's and land registration fees, for the first creditor to attach or execute against the property
 of the bankrupt but this claim is restricted to the amount realized from the applicable property;
- Claims resulting from injuries to employees of the bankrupt in which the *Workers' Compensation Act* does not apply but this claim is restricted to the amount of moneys received from persons guaranteeing the bankrupt against damages for those claims.

A creditor whose rights are restricted by this section are entitled to rank as an unsecured creditor for any balance remaining on their claim.